

ILLINOIS DEPARTMENT OF CHILDREN AND FAMILY SERVICES
SCCCAN COMMITTEE
Meeting Draft Minutes
October 21, 2020, 9:30 AM to 12:00
Via WebEx

Call to Order – Cynthia Savage-Brown, Chair

- I. **Introductions/Roll Call**- called to order at 9:39 am. The group welcomed Nancie Brown as a new member. She told us about herself. Everyone introduced themselves.

The following members were attending via Web-ex: **Present (14)**: Elaine Bailey-Johnson, Nancie Brown, Mary Bennett, Veatrice Crawford, Mary Jane Forney, Dr. Alicen McGowan, Cynthia Savage, Diane Scruggs, Jackie Sharp, Alice Staley, Denise McCaffrey, Judi Bradley, Dr. Shauna McGuire, and Jaclin Davis. **Absent (6)**: Commander James Davis, Mary Hardy-Hall, Joe Hemphill, Judge Patricia Martin, Delilah Nelson, and Ann Deuel.

DCFS Staff: Meaghan Jorgensen, Kara Hamilton, Kara Thompson (Selah), Cassandra Alvarado (Selah), Lindsay Hyman, Shirley Davis-Barsh, Linda Moore, Kara Hamilton (New Board Advisor).

A quorum of members, 14 out of 20, were in attendance. This meeting was held virtually through WebEx in compliance with changes to the Open Meetings Act in response to the Covid-19 Pandemic.

- II. **Approval of the Minutes** (June and August) - the June minutes were reviewed. Alice Staley was present for the June meeting, the minutes need to reflect Jaclyn Davis motioned to approve the June minutes with this change, Judi Bradley seconded. All members were in favor, none opposed, and the motion passed.

The August minutes were reviewed. Denise McCaffrey asked about her reappointment letter; she had not received one yet. Lindsey Hyman and Cynthia Savage-Brown discussed who would send those letters out. Veatrice Crawford will forward the letters of reappointment to committee members.

There are no changes to the August minutes. Veatrice Crawford made the motion to approve the August minutes, Jaclyn Davis seconded. All members were in favor of passing the motion, none opposed, and the motion passed.

- III. **Old Business**

A. DCFS Legislative Updates- Megan Jorgensen

The legislature is not in session from May to November every year. Megan discussed S472, Child Welfare Act- Child Welfare Assistance package. DCFS supports this; it contains 2 billion dollars of funds. Diane requested that the legislative link be sent to committee members. Nancie asked if the bill designates DCFS or some other agency as the recipient of the money. (What was the response to the question?)

B. Committee Membership-Update

Lindsey said the Director approved several memberships including, Nancie Brown and James Davis as new members. A pediatrician from southern Illinois has expressed interest in serving on SCCCAN. We are continuing the search for a committee member with neonatal expertise.

C. Training

1. Mandatory Training – Update (Ethics, Harassment, and Discrimination Prevention) Veatrice will follow up with the two members who still need to complete their training.
2. Open Meetings Act (Cynthia Savage-Brown)- Cynthia just completed this training. She found it very informative and discussed the rules and ways SCCCAN needs to make their meetings public. She also reviewed the types of meetings that do not need to be open to the public but need to be recorded. Some rules have been amended due to the COVID pandemic. For example, a quorum must be greater than 50% participation, and public comments must be allowed by email or written communication.
3. Virtual Tour of Child Protection Training Academy Simulation Lab- Tours are not currently allowed due to COVID. Veatrice asked if SCCCAN could have a virtual tour; Lindsey will investigate this option.
4. Quarterly Meeting of the Illinois DCFS Citizens Review Panel, CRP - Cynthia and Veatrice attended the first meeting of the Department's CRP. The panel discussed:
 - Membership
 - Reviewed the state and federal statutes to ensure that all are synchronized
 - How SCCCAN could get assistance with satisfying the committee's neonatal mandate

Veatrice mentioned the SCCCAN authorization statutes and committee By-laws need to be reviewed, ensuring consistency. Cynthia is pleased that the CRP's are meeting regularly.

D. Human Trafficking Training Presentation- Kara Thompson and Kasandra Alvarado (Selah Freedom).

Kara explained the range of her work activities within the department; and reviewed the children's human trafficking training programs by age group. The presentation included a short film trailer, which is very popular with teens. She indicated that 1.) a minor could not be charged with solicitation, even when sex is a means to meet survival needs, and 2.) both males and females can be trafficked. The members asked questions about how youth victims are helped. Jaclyn asked if youth programs could obtain this training. DCFS contracts with this program. Kara will send out the flyer that lists the available educational opportunities and a link to the trailer. Cynthia asked if there are times that a call to the hotline would not be taken

E. SCCCAN Budget – Shirley Davis-Barsh

Shirley discussed SCCCAN's budget, which covers operational costs for travel. Budget dollars are allocated from CASA Funds, and when money is not spent, it rolls over.

Nancie asked if funds could cover registration for the Prevent Child Abuse, PCA Conference. The virtual conference will be free to SCCCAN members for this year per Denise McCaffrey. Shirley indicated that all SCCCAN members would be able to attend this year's PCA virtual conference.

If a member wants to attend a training event, they need to submit a written request. The request needs to detail all associated costs, how it impacts the SCCCAN committee's work, and a general justification. The request needs to be approved in advance of participation, and a follow-up report should be provided to SCCCAN and Shirley.

Trainings/Conferences Discussed:

1. Prevent Child Abuse Conference-Denise sent a conference flyer to the members. She needs a list of the members who want to attend virtually, and they will cover the cost of members attending. Denise reviewed the conference plans and stated that her staff had worked hard to convert the forum to a virtual program. Lindsey will send the members a separate email so they can register for the conference.

2. National Black Child Development Institute- Cynthia asked if this is happening this year. Elaine said that it is. Shirley would like a request to be submitted to her that includes the cost. Elaine stated they have a website, and she highly recommends this conference. Cynthia asked the date for this. The request should be submitted as a committee. Lindsey asked that the request include the potential number of participants. Cynthia polled the members to get an idea of how many would like to participate. Veatrice will write up a rationale, and each member will be responsible for looking at the website and letting Lindsey know if they are interested in participation. Veatrice will send an email to the members to poll their interest.

3. Annual CRP Conference- There will not be a conference this year.

F. Letter to Director Smith - Identification Card – Cynthia and Veatrice drafted this letter, and they need to review this board priority. Shirley asked to see an example of the orange identification cards that the committee is requesting. Elaine will send a copy to Linda to share with Shirley.

G. Annual File Review-Update/Discussion – Shirley explained that a remote file review is not possible due to confidentiality. Currently, committee members are required to go to a DCFS office to conduct file reviews. However, SCCCAN can conduct a policy review. Immediately following the meeting, members will be sent the links and asked to forward their policy review choices.

IV. New Business

A. Primary Prevention Efforts

1. Safe Sleep Initiative - Veatrice spoke on the Safe Sleep Initiative. Both Nancie and Veatrice wanted to know how the community responds to this initiative, one suggestion was looking at the analytics/ system hits.

2. Mandated Reporter Training - Shauna commented that some southern Illinois daycares don't have a good understanding of their responsibility as mandated reporters. She has heard that mandatory training completion documents are being signed without daycare workers taking the training. Committee members suggested that this behavior be reported to daycare licensing. Denise indicated that DCFS has online training and that all daycare staff should annually take this training. She wants to ensure online training accessibility and use SCCCAN to promote the Mandated Reporter Training. Veatrice asked how DCFS currently announces community training opportunities. She also asked how SCCCAN could help get this information to the public. These questions prompted discussion, brainstorming, and a willingness for many members to commit to taking the mandatory reporter training. Denise requested Gail Hopper, IDCFS Hotline Director, speak to SCCCAN regarding mandated reporting. Lindsey will follow up on this with the training department.

B. Budget for Child Protection- The committee members asked to review the program and services budget for prevention. Shirley will put this information together.

C. DCFS Strategic Plan-none.

V. Comments and Announcements- Jaclyn announced the Illinois Business Operation Grant Program and wants to know if anyone is interested. She can assist people in completing the application for this grant.

VI. Public Comments – None. The next meeting is on December 16th. Cynthia will send out the policy information after this meeting, and she would like the members to review it before the December meeting. Jaclyn motion to adjourn, Veatrice seconded, all members were in favor. The meeting ended at 12:03 pm.